



COMMUNITY TRANSITION ROLE MATRIX – ICF/MR TRANSITIONS

DEPARTMENT OF HUMAN SERVICES

MEDICAL SERVICES DIVISION - MFP

DN 924 (8-2008)

The Developmental Center or Community ICF/MR consumer, DD Case Manager, and Developmental Center or Community ICF/MR staff play integral parts in the consumer's successful transition to the community. All participants will be responsible for their individual roles during the transition process. Listed below are the roles of the consumer, DD Case Manager, Grant Program Manager, Developmental Center Staff, and community ICF/MR facility staff for the successful transition to an alternative setting. The transition process will focus on a "Consumer Directed" approach; roles should be viewed as a collaboration to assist with successful transition.

CONSUMER (Including involved family members or legal decision makers.)

- Control the planning process by making informed choices and decisions related to housing, transportation, health and nutrition services, support systems, social, faith, recreation, employment, and volunteer opportunities.
- Make (informed decisions related to learning options, risks and rights, & responsibilities. Consult a legal-rights advocate if needed
- Participate in the assessment process and provide information that will adequately determine needed services
- Communicate goals that will enable a successful relocation
- Take lead in developing transition plans/Individual Service Plan (ISP)
- Communicate with transition team members and family members as able

DD CASE MANAGER

- Empower consumer to take control of process
- Educate ICF/MR facility staff and consumers about the Money Follows the Person Program
- Identify consumer needs, strengths, community supports and issues that enable or prevent consumer from moving to an independent setting
- Provide a comprehensive assessment (PAR)
- Assure Level of Care Screening is updated before all transitions
- Assist consumer in developing an Individual Service Plan
- Provide consumer with community resources and contact information
- Ensure appropriate housing, transportation, health and nutrition services, support systems, social, faith, recreation, employment, and volunteer opportunities are available for transition
- Advocate for consumer when necessary and provide assistance and support during transition process
- Develop a supportive relationship with the discharge planning team
- Follow-up with the consumer during the first year of relocation
- Refer any consumer whose interest's conflict with another for independent advocacy. This may include the Long Term Care Ombudsman, Legal Services of North Dakota, the Protection and Advocacy Project, or private lawyers.

DEVELOPMENTAL CENTER OR COMMUNITY ICF/MR STAFF

- Refer consumers who meet Money Follows the Person Program eligibility
- Refer interested consumers who don't qualify for Money Follows the Person to the Protection and Advocacy Project, Legal Services North Dakota, or a private lawyer if they wish assistance
- Work in partnership with the DD Case Manager to adequately provide assistance and support to consumers who would like to relocate to a more independent setting
- Provide documentation on the consumer's medical and functional condition, as well as physical/mental health care and personal care needs with the consumer's permission
- Encourage the consumer and family through the relocation process
- Maintain open communication with DD Case Manager in order to work together to an independent setting.
- Attend and participate in the Discharge Planning Team process prior to transition
- Assist with Supplemental Service Requests



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PROTECTION AND ADVOCACY OR OMBUSMAN (If involved)

- Provide protective services to persons with mental illness or developmental disabilities if abuse, neglect, or exploitation is suspected
- Educate ICF/MR facility staff and consumers about the Money Follows the Person Grant
- Meet with the consumer individually for a personal interview
- Provide the consumer with community resources and contact information
- Advocate for the consumer when necessary
- Provide assistance and support during transition process
- Empower consumer to take control of process, consistent with the consumers legal rights
- Protective Services if needed after transition to the community
- Follow-up with consumer

MONEY FOLLOWS THE PERSON GRANT PROGRAM MANAGER

- Provide needed training and program information to DD Case Managers and community providers
- Refer individuals who meet Money Follows the Person Program eligibility
- Refer individuals who are denied Money Follows the Person eligibility for other advocacy. (Examples include other Centers for Independent Living programs, Long Term Care Ombudsman, Protection & Advocacy, Legal Services North Dakota, and private lawyers.)
- Work in partnership with the DD Case Managers to adequately provide assistance and support for transitions
- Review and approve all Request for Supplemental Services
- Provide information/education on the Money Follows the Person Operational Protocol and services
- Provide ongoing oversight of the transition process provided by the DD Case Manager and NDDC Staff
- Monitor the Quality of Services provided by the DD Case Managers
- Maintain open communication with all stakeholders and the Money Follows the Person Stakeholder Committee related to Money Follows the Person Program activities
- Provide ongoing reports to the Money Follows the Person Stakeholders Committee regarding the program progress